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Tips and What You Need to Know

Location and Date

April 27 – May 1, 2015

Venue

[Greenbelt Marriott Hotel](#) in Greenbelt, Maryland. All conference activities, sessions, poster viewing, exhibits, Icebreaker, and No Host Dinner will take place at Greenbelt Marriott Hotel.

Conference functions

A layout of the hotel with conference functions can be found [here](#).

Registration desk

Registered attendees' name badges (speakers, poster presenters, contractors, and exhibitors) will be available at the Registration desk. The Registration Desk is open at the following times:

- Monday, 07:30 am – 05:30 pm
- Tuesday, 07:30 am – 05:30 pm
- Wednesday, 07:30 am – 06:00 pm
- Thursday, 07:30 am – 05:30 pm
- Friday, 07:30 am – noon

Due to unprecedented pre-registration, walk-in registration will be extremely limited. Each day of the conference walk-ins will be admitted on a first-come, first-served basis after those on the waitlist have been admitted (if space is available).

Important: We are expecting 600+ people, and are overbooked in terms of room in the Grand Ballroom. Seating will be first-come, first-served with preference to non-NOAA personnel, then non-local NOAA employees. We have a very full schedule all week, and do plan to start and end each session on-time (which is also necessary as a courtesy to our Remote

Attendees). If necessary, we may prohibit access to the ballroom once each session has started. Your patience and cooperation is appreciated, as is the terrific response and support.

Conference Agenda

Check the NSC 2015 [website](#) for the complete conference agenda. A limited number of printed agendas will be available at the conference Registration Desk.

Actions and highlights since the 2013 NOAA Satellite Conference

Updated responses to actions, recommendations, questions and suggestions that were collected during the 2013 NOAA Satellite Conference are now available on the NSC 2015 [website](#).

Time zone

Greenbelt, Maryland, operates on Eastern Daylight Time (EDT).

English to Spanish Translation

Translation services will be available during keynote speeches and plenary sessions.

Transportation and Mass Transit

The conference is located about two miles from the Metrorail Green Line, Greenbelt station (5717 Greenbelt Metro Drive Greenbelt, MD 20740). The Metrorail also serves the Washington-Reagan National Airport (Blue and Yellow Lines). To make your plans to travel by metro, see [Metro Greenbelt Station site](#). Click here for an interactive [Metrorail station map](#).

The Greenbelt Marriott provides free shuttle service to and from the Greenbelt Metro. Shuttle service is available from 7:00 a.m. until 9:00 p.m. ET at the top of each hour and upon request on Saturday and Sunday. Please call 301-441-3700 to request hotel shuttle pick-up.

Airport Transportation

There is no conference provided airport shuttle service. Several shuttle companies service the Washington DC area. Please contact the local shuttle services for information and transportation from the area airports. Local for-hire shuttle services include the following (these companies are not endorsed by the 2015 NOAA Satellite Conference):

- DMV Taxi & Sedan Limousine www.dmv-taxi.com/
- Super Shuttle <http://www.supershuttle.com/>

Parking

Greenbelt Marriott Hotel offers free self-parking to conference attendees. Please arrive early for the best available parking.

Special needs

Our program is physically accessible to people with disabilities. A sign language interpreter will be provided. The hotel staff will be glad to assist you with any special needs (i.e., physical, dietary, etc.).

Attire

NOAA Satellite Conference promotes business casual attire for the duration of the event. Consider bringing a light jacket or sweater since meeting room temperatures and personal comfort levels vary.

Security

All attendees, speakers, contractors, exhibitors, and guests must register and display a conference badge to gain admittance to the conference sites. Conference badges must be properly displayed at all times.

Internet Access

Complimentary wireless access is available in the public areas of the hotel. Many of the meeting rooms are also equipped with wireless internet access.

ATM

Cash machine/ATM is available in the hotel lobby.

Meals

As a reminder, refreshments are available for purchase only. No complimentary refreshments or meals are available during the event.

Icebreaker

There will be an icebreaker/social with a cash bar at the conference hotel on Monday (April 27) evening. Please make plans to attend.

Lunch Options

We suggest the following lunch options:

- 1) Buy from on-site restaurant or food kiosks
- 2) Travel to a local restaurant
- 3) If you purchased a catered/box lunch, you may pick it up at the appropriate food kiosk during lunch

The local Greenbelt area has a wide variety of restaurants and shops within driving distance of the hotel and many are located on Greenbelt Road. Hotel shuttle service is also available to restaurants and shopping centers within a 3-mile radius. For a complete listing of local restaurants, see

<http://www.marriott.com/hotels/hotel-information/restaurant/wasgb-greenbelt-marriott/>.

No-Host Dinner and Catered Lunches

The No-Host Dinner is at the conference hotel on Wednesday evening. The special guest speaker is [Jon Malay](#), President, Sea & Sky Science Company (S3C). The buffet meal is \$27.00 USD per person. There will also be a cash bar.

If you completed the Food Selection form, you may pay a Marriott Representative for your food selection near registration on Monday from 10AM-1PM, or you may use one of the food kiosks that will be set-up during the lunch. You may also pay for the no-host dinner immediately before the dinner begins.

Poster Viewing

Poster Session	Poster Placement	Formal Session Time	Poster Removal
1	Monday-Tuesday morning	Tuesday 10:30 - 11:30 AM, & 3:00 – 4:15 PM	End of day Tuesday
2	Wednesday morning	Wednesday 10:30 - 11:30 AM, & 3:00 - 4:00 PM	End of day Wednesday
3	Thursday morning	Thursday 10:30 - 11:30 AM, & 3:15 - 4:15 PM	Noon on Friday

Exhibits

A list of exhibitors can be found on the [website](#). The exhibits floor plan can be found [here](#).

Volunteers

NOAA employees will be working during the conference as volunteer staff members. Please see Registration Desk.